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Montana  
Office of Public Instruction  
Denise Juneau, State Superintendent



MontCAS  
Montana Comprehensive Assessment System  
January 2011, Volume 2

This second January 2011 volume of *JUMP* contains detailed information about schedules and test administration procedures.

Spring 2011 MontCAS Testing Windows

January 20 - 21, 2011	OPI Assessment Conference, Billings
January 25 - February 28, 2011	NAEP, Grades 4 and 8, Reading and Math
February 9 - March 24, 2011	CRT-Alternate, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10, Science. <b>The first week of this window is intended for training and the preparation of materials.</b>
March 1 - March 24, 2011	CRT, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10, Science

# Important Information



**Non- secure manuals, forms, and training materials will be posted on the CRT and CRT-Alt Test Administration site.**

[http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1\\_7](http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1_7)

New This Year: Power Point training presentations will be online and not on CDs with the exception of the CRT-Alt training CD which will continue to accompany the shipment of CRT-Alt materials. For your convenience, three formats for the presentations will be online:

- Power Point presentations with audio. These are prerecorded and can be accessed and used directly online.
- Power Point presentations with scripts but not audio. These should be downloaded and saved to your computer to use for local training.
- Handouts for the presentations will be online to download and print for distribution during training.



## Participation Information for Students enrolled in Montana Youth Challenge Academy, Digital Academy, and Job Corps

### Montana Youth Challenge Academy

Grade 10 students who enter the Montana Youth Challenge Academy in January 2011 must participate in the CRT.

- The CRT will be administered to these students by a trained test administrator at the Academy.
- Testing materials, including barcode labels, will be sent to the test administrator at the Academy.
- Following the procedures outlined in training manuals, the materials will be returned to Measured Progress after testing.
- The students' participation and results will be reported with their schools not the Academy.
- OPI will send the AIM file to Measured Progress to generate CRT barcode labels. The deadline to enter information for barcodes is **January 28, 2011** (Please note that the date has been moved to January 28 from February 1 as previously reported).
- By January 28, 2011, please work with your AIM staff to complete the AIM enrollment information for all students including grade 10 students attending the Montana Youth Challenge Academy.
- To the right is a screen shot from AIM. The arrows and red print show where information for students enrolled at the Academy should be indicated including the start date.
- Following this process will ensure that the Montana Youth Challenge Academy will receive the materials to test your students. Thank you.

### Montana Digital Academy

Grade 10 students enrolled in a public high school for 181 hours or more, including taking classes through the Montana Digital Academy, are required to participate in the CRT where they are enrolled.

## **Montana Job Corps**

Grade 10 Montana students enrolled in the Job Corps are required to participate in the CRT. AIM enrollment data will be used to identify those students and OPI will make arrangements for their participation.



### **Accommodations**

**The following reminders about accommodations are included on 2011 Test Security Agreements and Teacher Information Sheets:**

- There is no standard accommodation (including oral presentation) that provides an opportunity for a student to request or receive help on a specific word, phrase, line, pronunciation, definition, item, question, answer choice or any part of the assessment.
- Standard accommodations do not override standard administration of the CRT or the need for independent work by the students.
- Allowable standard accommodations for the CRT that are described in a student's IEP/504 Plan should match those used during the administration of the CRT.
- Non-standard accommodations for the CRT that are described in a student's IEP/504 Plan should be used during the administration of the CRT.
- Accommodations keys:
  - Accommodations coded with \* are suggested as appropriate for Limited English Proficient (LEP) students.
  - Accommodations coded with \*\* are most appropriate for use with students who have an IEP or 504 plan. The accommodations must be listed in the student's IEP or 504 plan. In unusual circumstances, a student without an IEP or 504 plan may require an accommodation keyed with \*\*. Please contact the state assessment director to determine if the unusual circumstance in your school merits an accommodations coded with \*\* for a student who does not have an IEP or 504 plan.

**NOTE:** The flip cards that were published and distributed by OPI in the past are outdated. Accommodations numbers have changed. Please discard the flip cards.



### **Enrolled Students Who Did Not Participate in the CRT or CRT-Alternate**

- All students enrolled in the tested grades are required to participate in the Spring 2011 CRT or CRT-Alternate.
- Despite this requirement, systems, schools, and OPI must report reasons in those cases when an enrolled student did not participate in the statewide testing.
- Information regarding this requirement and a worksheet for schools' ongoing record keeping during test administration will be on the CRT and CRT-Alt Test Administration site.
  - The worksheet is for each school's ongoing record keeping during test administration.

- It is to be used only for non-participating students enrolled during the school's testing window and does not replace the voided barcode label form for students who move during testing.
- OPI will contact all System Test Coordinators with more information and instructions for accessing the secure online site for entering the information.



### **Voided Barcode Label Form Reminder**

- Make a copy of the completed form after barcode labels have been placed and reasons checked. Share this information with your AIM specialist to ensure that the changes are made in AIM.
- **Completing and returning this form to Measured Progress DOES NOT change the information in AIM. It must be changed in AIM by your AIM specialist.**



### **Students Who Move During the Testing Window**

A table with information on procedures will be posted on the test administration link:

[http://www.opi.mt.gov/Curriculum/MontCAS/?gpm=1\\_8](http://www.opi.mt.gov/Curriculum/MontCAS/?gpm=1_8)



### **Important Dates**

#### **Test Results, MARS, and AYP Determinations Depend on Accurate and Timely Data Entered in AIM**

- **Test Window Count Date is March 15, 2011** The test window count date is March 15, 2011. Students enrolled in the school on this date make up the set of students to participate in the CRT assessment.
- **Data due by March 25, 2011** All Enrollment and Program Participation data should be accurate in AIM by the due date of March 25, 2011. Timely data entry allows AIM staff to perform quality assurance checks and validations.
- **March 28 to April 29, 2011.** OPI staff works with District AIM specialists to cleanup and verify AIM data.
- **Changes after April 29 NOT reflected** Any changes made in AIM after April 29, 2011 will NOT be included in the May 3, 2011 snapshot or reflected in AYP calculations or on MARS. Please do not wait until April 29 to update your AIM data. We encourage districts to plan ahead to make certain that data is submitted to OPI before the collection deadline to allow the AIM staff to assist districts as they verify the accuracy of the data and ensure quality data is used in the AYP calculations.
- **Testing data snapshot taken May 3, 2011** The testing (AYP) snapshot of data from AIM will be taken on May 3, 2011. This is a snapshot of all students who were enrolled on the test window count date. This data set will be used to determine the student groups, participation rate, and additional academic indicators in the calculation of AYP.




**Work together** Please work with your AIM staff to ensure that the data is updated and verified in plenty of time. **The deadlines above and in the following tables are crucial to accurate data for test results and AYP determinations.**



## Important Date Details

### Event and Materials Schedule CRT and CRT-Alternate

### Spring 2011 Administration

 Indicates AIM Collections	
Date	Event/Materials
January 3-14, 2011	CRT-Alt Online Registration is open for students enrolled in the system/school after December 1, 2010. Please use the same instructions and passwords as for the October/December window. For students enrolled after January 14, 2011 please contact Judy Snow, 406-444-3656 or <a href="mailto:jsnow@mt.gov">jsnow@mt.gov</a>
January 10-28, 2011*	<b>AIM* Assessment Registration Collection.</b> Update enrollment records for all students as of the 1 <sup>st</sup> day of second semester. Barcode labels are generated for students in grades 3-8 and 10. Any students that enroll after January 28, 2011 will not have a barcode label
January 20-21, 2011	Statewide Test Administration Conference/ Assessment Conference (Billings)
January 18, 2011	Measured Progress mails memo to System Test Coordinators. The memo contains the password necessary for access to the CRT-Alternate Test Booklets online.
February 9, 2011	Deadline for System Test Coordinators to download and print for teachers administering the CRT-Alt. <ul style="list-style-type: none"> <li>• CRT-Alternate Test Administration Manual</li> <li>• CRT-Alternate Test Booklets for teachers administering the alternate assessment.</li> </ul> NOTE: System Test Coordinators need the password in the memo from Measured Progress dated January 18, 2011.
February 1-8, 2011	Shipment 1 from Measured Progress: <ul style="list-style-type: none"> <li>• System Test Coordinators receive CRT- Alternate Testing Materials, CRT Test Coordinators Manuals, CRT Test Administration Manuals.</li> <li>• Training Power Points posted online.</li> </ul>
February 7-11, 2011	Mailing from OPI <ul style="list-style-type: none"> <li>• System Test Coordinators receive 2011 OPI Test Security Guidelines and 2011 Accommodations Guidelines, and Test Security Agreements.</li> <li>• Materials and instructions on students not tested posted online.</li> <li>• Training Power Points posted online.</li> </ul>
February 9-March 24, 2011	<b>CRT-Alternate Assessment Test Window</b> (Please note: The first week is intended for preparation.)
February 16- 23, 2011	Shipment 2 from Measured Progress: System Test Coordinators receive CRT testing materials including: <ul style="list-style-type: none"> <li>• Memo</li> <li>• Materials Summary</li> <li>• Barcode labels and Voided Barcode Label form(s)</li> <li>• Test Administrators Manuals (TAM)</li> </ul>





	<ul style="list-style-type: none"> <li>• Special Handling Envelope(s)</li> <li>• UPS ground label for returning test booklets</li> <li>• "For Return of Used Answer Documents" envelope(s)</li> <li>• Flat box with pre-affixed UPS 2Day RS label for returning used student answer booklets.</li> <li>• Test booklets (large print and Braille)</li> <li>• Answer booklets</li> </ul>
<b>March 1-24, 2011</b>	<b>CRT Test Window</b>
<b>March 1-25, 2011*</b>	<b>AIM* Program Participation Collection. March 25 is the deadline. Student data should be accurate as of test window count date: March 15, 2011.</b>
<b>March 15, 2011*</b>	<b>Test Window Count Date.</b> Students enrolled in the school on this date make up the set of students to participate in the CRT assessment. Data should be reported in the Program Participation and Test Window Attendance Collections for these students.
<b>March 15-25 2011*</b>	<b>AIM* Test Window Attendance Collection.</b> March 25 is the deadline. Data should reflect counts taken for March 15, 2011.
<b>March 28 to April 29, 2011*</b>	OPI staff works with District AIM specialists to cleanup and verify AIM data. For more information, see table on pages 8 and 9.
<b>March 30, 2011</b>	<p><u>March 30 is the deadline for System Test Coordinators to ship</u> via UPS all used CRT Answer Booklets and Tyvek envelopes for each student who took the CRT-Alternate.</p> <p>The Tyvek envelopes should contain:</p> <ul style="list-style-type: none"> <li>• Used CRT Alternate Answer Booklets**</li> <li>• CRT-Alt Test Booklet which contains the scored results</li> <li>• Evidence Forms</li> </ul> <p><b>NOTE:</b> The CRT-Alternate Answer Booklets are the same documents as those for the CRT. The difference is that the teacher transfers the results of the CRT-Alt administration from the CRT-Alt Test Booklets.</p> <p>Boxes in this shipment should contain:</p> <ul style="list-style-type: none"> <li>• Grade specific "For Return of Used Student Answer Documents" envelopes containing used answer booklets.</li> <li>• "Special Handling" envelopes (if necessary)</li> <li>• Complete Voided/ Unused Barcode Label Form (if necessary)</li> <li>• Signed OPI Test Security Agreements</li> </ul>
<b>March 30, 2011</b>	<p>Deadline to ship CRT Test Booklets and unused materials (including Answer Booklets) to Measured Progress.</p> <p>Place in boxes and apply the UPS ground labels received with the shipment.</p> <p>Do not ship with the used Answer Booklets.</p>

	<b>NOTE:</b> CRT Test Booklets and unused Answer Booklets are to be kept secure, inventoried, and <b>all</b> accounted for and returned to Measured Progress. Any missing booklets are considered a security breach and will be treated as a serious testing irregularity and could impact AYP results.
<b>April 1, 2011</b>	All used Answer Booklets must be RECEIVED by Measured Progress. Used Answer Booklets received after this date could delay the reporting of all results or impact individual district or school AYP results.
<b>May 3, 2011*</b>	Testing (AYP) Snapshot of data from AIM. Snapshot of all students enrolled on March 15, 2011 used for determining student groups for AYP calculation and state and federal reporting. Snapshot data used to populate MARS. Any changes made in AIM after April 29, 2011 will NOT be reflected in MARS or in AYP calculations.
<b>End of May 2011</b>	Results posted on MARS



### **How the AIM Collection Schedule Affects CRT Processes**

The AIM Collection Schedule meets requirements for No Child Left Behind (NCLB) regarding the timeline of providing Adequate Yearly Progress (AYP) results to districts.

- OPI staff will take a “snapshot” or freeze data from AIM on May 3, 2011. This data set will reflect all students enrolled on March 15, 2011 and their program participation (meal status, special ed status, LEP, race/ethnicity) that will be used to determine student groups.
- This snapshot data set will be used to populate MARS (Montana Analysis and Reporting System from Measured Progress) and will be used in the calculations for AYP.
- We encourage districts to plan ahead to make certain that data is submitted to the OPI by the collection deadline.
- This allows AIM staff to aid districts as they verify the accuracy of the data and ensures quality data is used in the AYP calculations.
- The AIM Collection Schedule can be found at:  
[http://www.opi.mt.gov/pub/index.php?dir=AIM/AIMCollections/&file=10\\_11AIMCollectionSchedule.pdf](http://www.opi.mt.gov/pub/index.php?dir=AIM/AIMCollections/&file=10_11AIMCollectionSchedule.pdf)





The table below provides more detailed information about the AIM collections that are referenced in the Event and Materials Schedule table on pages 4 - 7.

Dates	Collection	Description
<b>January 28, 2011 is the deadline for entering enrollment data (used for barcode label) in AIM.</b>	Assessment Registration (January 11 - 28, 2011)	<ul style="list-style-type: none"> <li>The Assessment Registration Collection will be used to register students for the statewide CRT and CRT-Alternate. Enrollment and program participation data should be submitted and accurate as of the first day of the second semester.</li> <li><b>Students not reported in AIM by January 28, 2011 will not have barcode labels.</b></li> <li>Schools will have the option of entering additional sort criteria (i.e. teacher name or classroom) if they want to receive student barcode labels and test scores organized by teacher name or classroom. <ul style="list-style-type: none"> <li>Test booklets are sorted by grade level by default, so there is no need to add the grade to the "sort by" field. Teacher name, classroom number, or other identifier should be used to further sort the test booklets.</li> </ul> </li> <li><b>If the teacher/classroom "sort by" field* is not completed in this collection, the barcode labels will continue to be organized by school, grade, and in alphabetical order.</b></li> </ul>
<b>March 15, 2011 is the Test Window Count Date. March 25 is the deadline to update Program Participation data in AIM.</b>	Program Participation (March 9 – 25, 2011)	<p>The Program Participation Collection asks schools to enter or update program participation data. The data should reflect the status of a student's program participation as of March 15, 2011. These data will be used to identify specific student sub-groups and participation in various state and federal programs. The data are used in Adequate Yearly Progress (AYP) calculations, and for state and federal reporting purposes.</p> <p>Schools will have the option of entering additional sort criteria (i.e. teacher name or classroom) if they want results in MARS organized by teacher/classroom.</p>
<b>March 15, 2011 is the Test Window Count Date. March 25 is the due date to have information complete in AIM.</b>	Test Window Attendance (March 9-25, 2011)	<p>The Test Window Attendance Collection will be used to collect the aggregate hours and attendance data of all students enrolled on the Test Window Count Date, March 15, 2011. These data will be used as part of the calculations of the attendance rate and test participation rate for AYP.</p>
<b>March 28-April 29, 2011</b>	Data Verification Window	<p>Once data has been entered into AIM, district specialists should begin the data verification process. AYP calculations use AIM data, so accurate data is a must. Don't wait until the last minute! By April 29, all data in AIM must reflect enrolled students and program participation as of March 15, 2011. This is the final cleanup and verification before the results are reported on MARS and used for AYP calculations. OPI recommends great care in checking and verifying your data including:</p> <ul style="list-style-type: none"> <li>Students who take the CRT-Alternate must be coded in AIM as Special Ed Status 'Yes'. If Special Ed Status is 'No', they will be considered non-participants and receive a score of Novice.</li> <li>Enrollment End dates must be entered in AIM in a timely manner</li> </ul>



		for students who exit your system/school. The voided barcode label form is a vehicle for you to account for students (and unused booklets) but does not end the enrollment record in AIM. If AIM is not updated, those students will be considered non-participants and receive a score of Novice. Please check with AIM (406-444-3800) or Assessment staff if you have questions on other AIM data, test or AYP results.
<b>May 2, 2011</b>	Test Window Snapshot	Testing (AYP) Snapshot of data from AIM. Snapshot of all students enrolled on March 15, 2011 used for determining student groups for AYP calculation and state and federal reporting. Snapshot data is used to populate <i>MARS</i> . Any changes made in AIM after April 29, 2011 will NOT be reflected on <i>MARS</i> or in AYP calculations.



## "Sort By" Field in AIM

AIM Collections include a "Sort By" field. Schools have the option of entering additional sort criteria (i.e. teacher name or classroom number) if they want to receive student barcode labels and test scores organized

by teacher name or classroom.

If you enter data in the "Sort By" field\* on the student's enrollment record in AIM:

- **During the January collection**
  - Barcode labels will be sent to schools sorted by school, grade level, "Sort By", then alphabetical by name.
  - **And** 2011 roster and other classroom reports posted on *MARS* will be sorted by the criteria in the "Sort By" field.
  - If this optional field is not completed during the January collection, the barcode labels will continue to be organized by school and grade, and in alphabetical order.
- **During the March program participation collection**
  - 2011 roster and other classroom reports posted on *MARS* will be sorted by teacher/classroom.

**NOTE:** Teacher information is NOT collected at the time of testing, and class header sheets are NOT included with testing materials. For 2011 roster and other classroom reports to be sorted by teacher/classroom, the "sort by" field\* needs to be completed in either the January Assessment Registration Collection or the March Program Participation Collection.

## More Details on "Sort By" Field



- It is an optional field.
- Schools can enter whatever specific criteria they choose in this field. This may include the specific homeroom or classroom number (i.e., "2A"), a specific teacher name (i.e., "Mrs. Smith" or "Julie Smith"), or other identification characteristics such as an instructional team name that designate how the test booklets should be grouped.

- Criteria entered for a specific class or group must match.
  - "Mrs. Smith" and "Mrs Smith" will sort differently (Please note in the example the first Mrs. Smith contains punctuation and will sort differently than the second Mrs Smith which does not contain punctuation.)
- Do not enter the grade level in the "Sort By" field. The booklets are already sorted by grade level.
- Please do not use commas in this field.
- The "Sort By" field is a part of the enrollment file upload (field 16). AIM Specialists may also enter data in the "Sort By" field through Direct Entry. The field is located in each student's enrollment record under the state reporting field window.
- System Test Coordinators should work with the AIM specialists to determine what type of criteria will be used and how to enter it in the "Sort By" field.
- Below is a snapshot of the student's enrollment record in AIM, with the "Sort By" field circled in red.

The screenshot shows the 'State Reporting Fields' window in the AIM system. The window has a yellow header bar with tabs for 'Summary', 'Enrollments', 'Programs', 'Assessment', 'Behavior', and 'Records Transfer'. Below the header, there are buttons for 'Save', 'Delete', 'Print Enrollment History', and 'New'. The main content area is divided into several sections:

- State Reporting Fields:** Includes dropdowns for 'State Exclude', 'Serving District', and 'Resident District'.
- Attendance and Enrollment Information:** Contains fields for 'Fall Attendance Count', 'Spring Attendance Count', and 'Test Window Attendance Count', each with a dropdown for 'Aggregate Hours of Inst.' and a text field for 'Absent'.
- Title I Targeted Assistance Program:** Includes a checkbox for 'Title I'.
- Title I Instructional Services:** Includes checkboxes for 'Reading Lang Arts', 'Math', 'Science', 'Social Sciences', 'Vocational/Career', and 'Other'.
- Title I Support Services:** Includes checkboxes for 'Health, Dental and Eye Care', 'Guidance/Advocacy', and 'Other'.
- Title I - Other:** Includes a checkbox for 'Title I Part A Neglected' and a dropdown for 'Title I Part D Delinquent and served by:'.
- Other Program Participation:** Includes a dropdown for 'Free/Reduced Meal', a checkbox for 'Receives Supplemental Educ Svcs (SES)', a dropdown for 'LEP', a date field for 'Date 1st Identified as LEP', a date field for 'Date English Proficient', a dropdown for 'Primary Language', a dropdown for 'Language Of Impact', a checkbox for 'Title III', a checkbox for 'Migrant', a checkbox for 'Immigrant', a date field for 'Date Immigrant Entered US School', a checkbox for '21st Century Participant', a checkbox for 'Foreign Exchange', a checkbox for 'Gifted/Talented', a checkbox for 'Homeless', a dropdown for 'Homeless Night Time Residence', a checkbox for 'McKinney-Vento', and a checkbox for 'Unaccompanied Youth'.
- Optional:** A section at the bottom with a dropdown for 'Sort By', which is circled in red with an arrow pointing to it.
- CTE Concentrator:** A section at the bottom with a checkbox for 'CTE Concentrator'.
- Special Ed Fields:** A section at the bottom with a dropdown for 'Special Ed Status'.

# More NEWS



## Coming Soon:

### MontCAS Presents Two Online Classes

During the week of January 24, registration for two new online classes will open. Both classes will begin the last week of February.

Information is online at the MontCAS Presents site

[http://www.opi.mt.gov/Curriculum/MontCAS/MontCAS\\_Presents.html](http://www.opi.mt.gov/Curriculum/MontCAS/MontCAS_Presents.html)

- **Standards-Based IEPs** was funded by a United States Department of Education General Supervision Enhancement Grant. The class includes a series of prerecorded online modules and facilitated online learning communities during alternate weeks. Dr. Gail McGregor will facilitate the learning communities.
  - The modules are online at the *MontCAS Presents* site and can be viewed and used in numerous ways for professional development.
  - Graduate credit through the University of Montana or renewal units through OPI are available.
- **FAME-CI: Formative Assessment for Montana Educators – Classroom Instruction**, includes a series of readings and online learning communities during alternate weeks. Dr. Stevie Schmitz will facilitate the learning communities.
  - This class expands upon previous online *FAME* classes; however, there are no prerequisite classes.
  - The class text will be provided to Montana educators while supplies last.
  - Graduate credit through Montana State University or renewal units through OPI are available.



## Montana Educators are Needed for Test Development Projects

2010-2011 Test Development Events		
Date	Event	Participants
April 18, 2011	CRT Bias Review	Elementary middle school and high school teachers including special education and LEP teachers
April 19-20, 2011	CRT Item Review	Reading and Math teachers, grades 3-8 and 10 Science teachers, grades 4, 8, and 10
June 28-29, 2011	CRT Field Test Statistical Review	Reading and Math teachers, grades 3-8 and 10 Science teachers, grades 4, 8, and 10

- The events listed in the above table provide an opportunity for Montana educators to participate in the continuous development of items for the CRT.
- You are invited to nominate yourself and/or a colleague to participate in CRT development sessions in Helena.
- Training is included at each session.
- Lodging is provided for participants living 90 miles or more from Helena. In addition, mileage, meals not provided during the sessions, and substitute pay are reimbursed. Renewal units are also available. For the June meetings, honoraria are provided.
- We look forward to hearing from you soon. Nomination is online at the following link:

<http://iservices.measuredprogress.org/Default.asp?ProgramID=11&submit1=Enter>

### **Testing Contractor Contact Information**

#### **The CRT and the CRT-Alternate – Measured Progress, Inc.**

Dan Verdick, Montana CRT Program Manager

[dverdick@measuredprogress.org](mailto:dverdick@measuredprogress.org) or 800-431-8901 x2220

Nancy Hall, Montana CRT Program Assistant

[nhall@measuredprogress.org](mailto:nhall@measuredprogress.org) or 888-792-2741

Tim Greenlaw, Montana CRT-Alternate Program Manager

[greenlaw.timothy@measuredprogress.org](mailto:greenlaw.timothy@measuredprogress.org) or

800-431-8901x2309

#### **English Language Proficiency (ELP) – Questar Assessment Inc.**

BJ Vickery, Program Manager

[bjvickery@questarai.com](mailto:bjvickery@questarai.com) or 888-854-9596



#### **OPI Assessment Staff**

Gayle Allen, Administrative Specialist, [gallen2@mt.gov](mailto:gallen2@mt.gov), 406- 444-3511

Karen Richem, Assessment Specialist, [krichem@mt.gov](mailto:krichem@mt.gov), 406-444-0748

Judy Snow, State Assessment Director, [jsnow@mt.gov](mailto:jsnow@mt.gov), 406-444-3656

FAX: 406-444-0743